CL4000 Programming & Operating Instructions

CODES

- The factory set Master Code is #1234. This should be changed immediately after installation (see program 10).
- The Master Code and optional Sub-Master Code always start with the # prefix. This puts the lock into Programming Mode.
- When the Master or Sub-Master Code is entered 3 times consecutively without performing a programming function, a penalty time of 10 seconds is activated. This feature is to discourage the casual use of Master Codes as User Codes.
- The length of the Master Code determines the length of the User Code and the Sub-Master Code.
- If the Master Codes is changed to another of the same length then the Sub-Master and all User Codes will be retained.
- If the Master Code is change to one of a different length then the Sub-Master and User Codes will be deleted.
- Codes may be 4, 5 or 6 digits long.
- The lock memory will store 80 different User Codes, each identified by a User Code ID – 01 to 80.
- The lock memory can store 10 different One Time User Codes. Each One Time User Code is identified by a One Time User Code ID – 81 to 90.
- When in Programming Mode a Program Code must be entered within 5 seconds, otherwise the Red light will flash and beep and the lock will revert to normal.
- If a programming mistake is made wait 5 seconds, the Red light will flash and beep and the lock will revert to normal.
- A new code will be rejected if it is already in the memory.

OPERATING INSTRUCTIONS
The CL4000 locks have an 11 button keypad including the Badge Bar which acts as the # button.

UNLOCK TIME
The factory pre-set UNLOCK time is 4 seconds. This may be changed – (see Program 06).

PENALTY TIME
Entering 3 incorrect User codes will cause the lock to suspend activity for a penalty time of 10 seconds.

KEY OVER-RIDE
The Key-in-Lever allows the lock to be opened for Security and Housekeeping Functions. Turn the key clockwise 90° and operate the lever handle to open the door.

CODE FREE MODE
Using the Master or the Sub-Master Code, programs 08 and 09 will put the lock into, and out of, Code Free Mode. In Code Free Mode battery power is not being used.

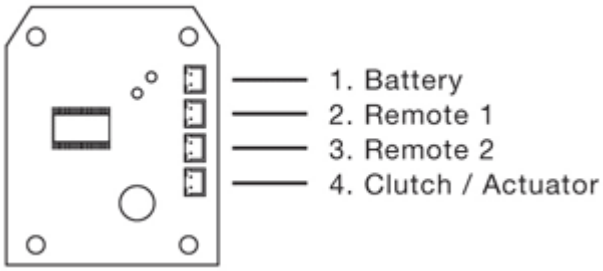
If the Master and Sub-Master Codes cannot be issued for this purpose it is possible to use the Key-in-Lever to put the lock into Code Free Mode. This requires that the cylinder tailpiece be changed according to the instruction. (SEE LATER)

REVERTING TO FACTORY SETTING

If the Master Code is not known the lock memory can be cleared and made to revert to the factory Master Code as follows:

1. Remove one battery.
2. Press and hold the ‘0’ button, replace the battery, the Blue LED will flash twice, beep will sound twice, then release the ‘0’ button.
3. Within 3 seconds press the ‘0’ button 3 times. The Blue LED will light continuously for 7 seconds and then 2 beeps will sound. The lock will have reverted to the factory set Master Code, #1234, and all other settings will be erased.

REMOTE RELEASE OPTION
The lock has 2 sets of terminals for remote release, labelled REM 1 and REM 2 on the printed circuit board in the front housing. Cables are provided with the lock for these connections



REM 1 is intended for use when there is a need to allow a visitor to open the door after having been identified by intercom or by sight from within. REM 1 would be connected to a pushbutton on a reception desk, or to the appropriate button on an intercom. Pushing the button would cause the Blue LED to light and would release the lock for the normal set time.

REM 2 is intended for use when there is a need for the door to be release by an alarm system, such as a fire alarm. This enables emergency personnel to rapidly check that no one is trapped / overlooked in classrooms, wards, guest rooms, etc during a fire drill. When activated by an alarm REM 2 will maintain the unlocked condition for 30 minutes.

During this time the red LED will flash once every second and beep to indicate the unlocked condition. The lock will automatically revert to normal after 30 minutes. If required Program 11 can be used to revert the lock to normal before the 30 minute period has finished.

LOCKED / UNLOCKED STATUS INDICATION
Using Program 15 the Blue and Red LED’s can be programmed to indicate locked and unlocked status.

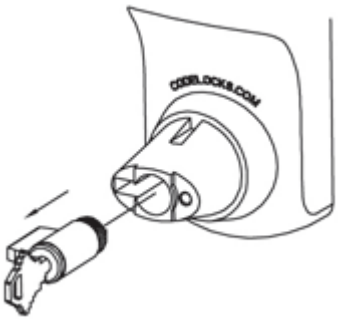
BATTERY POWER
These Electronic Codelocks should provide well in excess of 200,000 openings from 4 x AA cells rated at 2,900 mAh.

LOW BATTERY
When the battery power is low the Red LED will flash 5 times before the Blue LED will flash 5 times before the Blue LED flashes to signal acceptance of the code. Batteries should be changed as soon as this happens.

REMOVAL OF FRONT-LOAD CYLINDERS TO CHANGE KEY BY PASS FUNCTION, TO REPIN CYLINDERS, OR *TO REPLACE WITH CYLINDERS BY A DIFFERENT MANUFACTURER.

1. Remove handle and cylinder

2. Turn the key 90° clockwise and remove cylinder from boss.

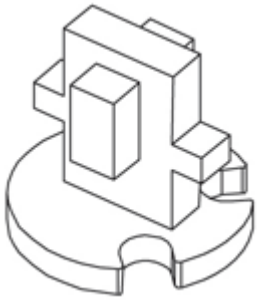


3. With key turned 90° clockwise replace the cylinder, cylinder cover and handle.

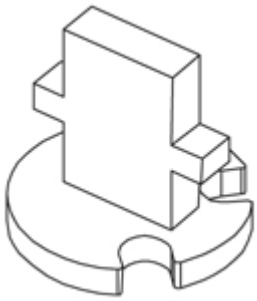
* If intending to use a cylinder by a different manufacturer it is advisable to confirm beforehand that the new cylinder will fit the boss. The CL4000 uses a 5 pin cylinder.

CHANGING KEY BY PASS FUNCTIONS

4. Storeroom function tailpiece allows key to turn 90° clockwise to enable handle to retract the latch – this is the factory fitted function.

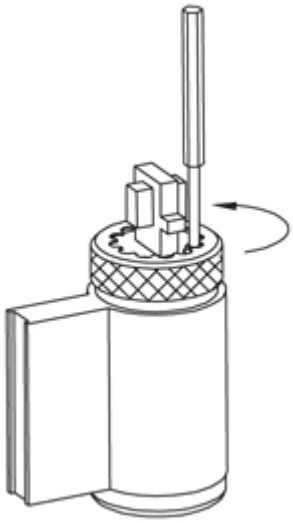


5. Classroom function tailpiece allows key to turn 90° clockwise and be removed leaving the handle engaged in Code Free Mode. Code Free Mode is cancelled by turning key 90° anti-clockwise.



These tailpieces will fit most screw-cap cylinders from other manufacturers.

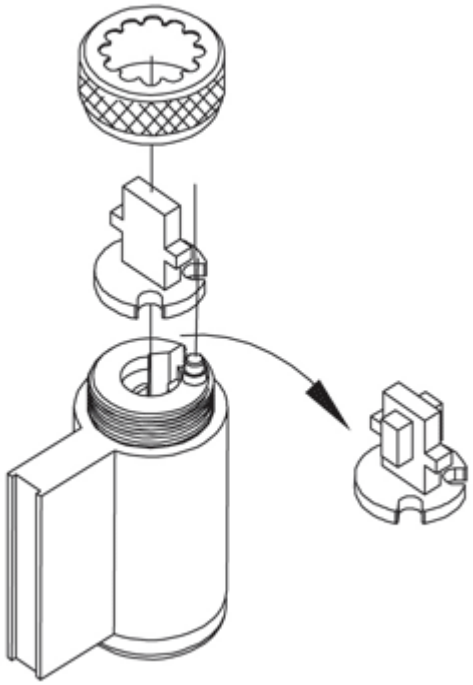
6. Hold down the control pin in the end of the cylinder and unscrew the cap.



7. Replace the tailpiece, hold down the control pin and screw the cap fully on without tightening. Ensure control pin projects to lock the cap.

Test the key operation

If the key is difficult to insert or tight when turning, then the cap maybe too tight. Loosen the cap one notch at a time and try the key again. If the key inserts and turns OK, but is difficult to remove, then the cap may be too loose. Tighten the cap one notch at a time. Adjust the cap until the key inserts, turns and removes easily.



Caution! Do not insert the key in the cylinder once you have removed the screw-cap

PROGRAMMING

*** First change the factory Master Code #1234 – see program 10. If the Master or Sub-Master Code is entered 3 times consecutively without performing a programming function, a penalty time of 10 seconds is activated.**

Note: The Badge Bar at the bottom of the keypad acts as the # button.
The Master Code and Sub-Master Code MUST always start with #.
Codes can only be the same length as the Master Code.
A • or • in the Key Sequence below indicates LED illumination.

If entered, a Sub-Master Code can be used instead of the Master Code for all programs except program 10 and 12.

ENTER NEW USER CODE Program 01
Key Sequence
#Master Code • 01 • User Code ID (eg 05), New Code (eg 4321) ••
Result
New Code ***4321*** entered at User Code ID ***05***
(• when user enters code)

SUPEND USER CODE Program 02
Key Sequence
#Master Code • 02 • User Code ID (EG 05) ••
Result
User Code at ID ***05*** suspended
(•• when user ***05*** enters code)

RESTORE USER CODE Program 03
Key Sequence
#Master Code • 03 • User Code ID (eg 05) ••
Result
User Code at ID ***05*** restored
(• when user ***05*** enters code)

SUSPEND ALL USER CODES Program 04
Key Sequence
#Master Code • 04 ••
Result
All User Codes suspended
(•• when all users enter code)

RESTORE ALL USER CODES Program 05
Key Sequence
#Master Code • 05 ••
RESULT
All User Code restored
(• when all users enter code)

CHANGE UNLOCK TIME Program 06
Key Sequence
#Master Code • 06 • enter open time
(range 2 – 9 secs) ••
RESULT
After code entry the lock will unlock for the set time
(Factory pre-set time is 4 seconds)

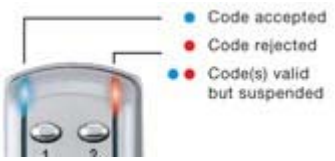
ONE TIME USER CODES Program 07
Key Sequence
#Master Code • 07 • One time code ID
(eg 81) • One time Code (eg 4321) ••
RESULT
Code 4321 in position 81 will work once and then be removed from memory
Note: ID Positions 81 to 90 are reserved for this program functions, allowing up to 10 One-Time User Codes to be entered.

SET CODE FREE MODE Program 08
Key Sequence
#Master Code • 08 ••
RESULT
Lock will be continuously unlocked

CANCEL CODE FREE MODE Program 09
Key Sequence
#Master Code • 09 ••
RESULT
Lock will revert to normal operation

CHANGE MASTER CODE Program 10
Key Sequence
#Master Code • 10 • enter length of Master Code
Followed by new Master Code (eg 6, 123456) •
Confirm length of Master Code followed by new Master Code (eg 6, 123456) ••
RESULT
Master Code now changed to #123456. ***Note: If the length of the Master Code is changed then all previous User Codes will be deleted***

CANCEL EMERGENCY OPEN MODE Program 11
Key Sequence
#Master Code • 11 ••
RESULT
The emergency unlocked condition via REN 2 will be cancelled and the lock will revert to normal operation



DELETE ALL USER CODES Program 12
Key Sequence
#Master Code • 12 • 12 •• (7 secs)
RESULT
All User Codes will be cleared from the memory

ADD/CHANGE SUB-MASTER CODE Program 13
Key Sequence
#Master Code • 13 • Sub-Master Code (eg 2468) ••
RESULT
A Sub-Master Code **#2468** has been entered

DELETE SUB-MASTER CODE Program 14
Key Sequence
#Master Code • 14 • 14 ••
RESULT
Sub-Master Code has been deleted

LOCKED/UNLOCKED STATUS Program 15
Key Sequence
1. #Master Code • 15 • 1 •• = Locked, No LED flashing (this is the default setting)
2. #Master Code • 15 • 2 •• = Locked – Red • LED flashing
3. #Master Code • 15 • 3 •• = Unlocked – Blue • LED flashing

RESULT
If activated LED's will flash continuously every 5 seconds
Note: LED's will not indicate unlocked mode by key